

## **POSITION OPEN FOR DEMOCRATIC POLICY PROFESSIONALS**

**The Washington State Senate Democratic Caucus (SDC)** is seeking an individual who values public service to join a professional staff that provides policy and strategic support to Democratic Senators. The SDC is hiring a policy analyst with principal responsibilities in health care policy.

**POSITION DESCRIPTION:** Work with analysts, attorneys and writers to help Democratic Senators develop legislation. Responsibilities include:

- Anticipate public policy challenges, explore options, make recommendations.
- Work with Senators, citizens, interest groups, and government officials to find workable solutions to complex problems and advance a Democratic legislative agenda.
- Draft legislation, amendments and briefing papers.

**SALARY AND BENEFITS:** This full-time exempt position includes vacation; sick leave; paid state holidays; retirement; social security; and health, life and other optional insurance. Salary depends upon qualifications and experience.

### **SKILLS**

- Work under the pressure and time constraints of a legislative session
- Research and analyze complicated public policy issues
- Research laws and professional literature
- Work in teams as well as independently
- Be pro-active and self-directed
- Communicate clearly and concisely in writing and orally
- Handle multiple projects simultaneously
- Appreciate diverse viewpoints
- Think strategically, both short-term and long-term
- Deal with conflicting and fast-changing demands on your time and skills

### **QUALIFICATIONS**

- Minimum of 5 years of public policy or related work experience in health care policy
- Graduate degree in public administration, business administration, economics, law or other relevant field
- Knowledge of the legislative process

**TO APPLY:** Please submit by September 15<sup>th</sup>:

1. Your resume
2. A letter of interest responding to items in this announcement
3. A list of references with current phone numbers
4. Recent samples of your writing (2 to 3 examples)

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**The Washington State Senate is an Equal Opportunity Employer.**